



**Appointment of
VSO Country Representative**



Introduction

Thank you for expressing an interest in working with VSO.

VSO's mission is to bring people together to fight poverty, to generate ideas and actions on how to reduce poverty and exclusion. That has been at the heart of everything we have done globally for nearly sixty years. The challenge in meeting that mission has not diminished.

VSO is highly effective in working with volunteers and partners to build individual capacity and unlock the potential of communities. We need someone who can help drive forward this crucial agenda to increase our impact and influence.

This truly is an exciting time to join our great team at VSO and help us achieve more impact. If you are keen to take on our ambition for aligning income opportunities with our mission, I look forward to receiving your application.

Philip Goodwin

Chief Executive, VSO



Role description

Job Purpose: To grow VSO's ability to deliver impact & influence. Strengthening VSO's reputation, relationships and growing secured programme funding in Bangladesh and across the region.

Responsibilities:

Business pursuit

Achieve ambitious annual business pursuit targets working with institutional donors, foundations, corporations and implementing partners to enable VSO Bangladesh to scale its programmes and impact by securing increasing larger grants and contracts.

Work proactively and collaboratively with VSO's Practice Area heads/technical teams and fellow Country Representatives to identify new programme opportunities, cultivate donor/partner relationships and secure major new programme awards. Will be accountable for achieving annual secured funding targets for Bangladesh.

Strategic leadership, representation and policy dialogue

Engage actively as a VSO global leader and provide strategic leadership to the VSO Bangladesh country team.

Represent VSO Bangladesh externally and internally, in line with our organizational agenda through evidence-based pre-positioning, influencing, partnership and consortium building and policy dialogue. Proactively contribute to raising the profile of VSO in-country with key partners and stakeholders.

Programme knowledge

Develop a deep understanding of VSO's Practice Areas and local programmes in Bangladesh and across VSO's global operations to be able to talk persuasively with external donors and partners about VSO's track-record and impact from our volunteering for development approach in contextually relevant ways.

Donor engagement

Proactively lead the development and deepening of relationships with VSO donors (USAID, DFID, World Bank, EU, UN, GIZ, KfW, Gates Foundation, GAVI, Global Fund, corporations among others) in Bangladesh and across the region, identify and pursue opportunities for funding in collaboration with relevant business pursuit, country, and practice area teams.

Partnership development

Proactively lead the development and deepening of VSO's partner relationships and network (government agencies, International Nongovernment Organizations (INGO), Local Nongovernmental Organizations (LNGOs) private sector and others in Bangladesh and across the region. Create trust-based, high-quality partnerships that contribute to the scaling and increasing quality of VSO's programmes and impact

Role description continued

Governance and legal compliance.

Ensure compliance within the country (in collaboration with the Global Implementation Team), including legislative requirements and VSO policies.

Lead role in-country

Support the development of a positive VSO workplace culture in Bangladesh, identifying opportunities for collaboration and sharing knowledge.

Responsibility for the pooled office running costs

Effective liaison with Project team Leads and Chiefs of Party to ensure effective and efficient budget allocations from programmes for VSO Bangladesh.

Safeguarding, security and risk management

Commit to VSO's vision and values, including safeguarding and taking a zero-tolerance approach to abuse and harm.

Where required, support the implementation team in managing duty of care incidences from country compliance and reputational

perspective.

Oversight of risk management from a country-level perspective i.e. legislation changes and ensure country operating environment risks are managed appropriately.

Collaboration

With members of the business development team, including Public Fundraising and Business Intelligence, to ensure alignment of the income growth strategy with programme strategy

Work closely with Communications and Marketing to identify and agree VSO internal and external messaging

Contribute to and support other Country Representatives to enhance VSO's partner relationships and programme proposals and secured funding growth.

Work closely with the programme leads to share learning and support the positioning of our work in Bangladesh.

Work closely with multi-disciplinary people resource within global support teams and the Legal team to ensure compliance with relevant regulatory and due diligence requirements.

Skills, Knowledge, and Experience

Essential criteria

(must have to be able to carry out the role successfully)

Knowledge/qualifications/experience:

- Significant business pursuit experience with a proven track record of increasing secured funding success; a passion for networking, relationship building, and pre-positioning.
- Significant experience in creating partnerships and relationship-building in consortia.
- Significant experience developing and winning major new programme opportunities; leveraging bid development processes.
- Strong change management experience, with the skills and determination to make difficult decisions and achieve transformational change.
- Proven track record of leading a high performing multicultural team.
- Experience in ensuring compliance in all areas for a country office operation.
- Strong political and cultural awareness and sensitivity.
- Solid risk and incident management experience including appropriate communication and escalation capabilities
- Knowledge and understanding of the role of volunteerism in development.

- Knowledge and understanding of social inclusion, social accountability, and resilience

Skills/abilities

- Excellent leadership skills, including the ability to inspire teams, donors and partners with a vision.
- Excellent personal relationship skills with substantial experience in networking and influencing a diverse range of stakeholders.
- Tenacious marketing and pre-positioning skills and attributes (e.g., publishing, thought leadership)
- Commitment to VSO's mission and values.
- Fluency in written and spoken English (additional language abilities welcome).

Desirable criteria

(skills that could be an advantage in the role)

- Sectoral knowledge in VSO's Practice Areas of inclusive education, livelihoods, and health

VSO has zero-tolerance for abuse and exploitation of vulnerable people. We expect all our employees/volunteers to ensure we are protecting children, young people and vulnerable adults from harm and abide by our safeguarding policy.

About VSO

VSO is the world's leading international development charity that works through volunteers to create a fair world for everyone.

At VSO we pride ourselves on doing development differently. We fight poverty not by sending aid, but by working through volunteers and partners to create long-lasting change in some of the world's poorest regions.

We bring key stakeholders together to coordinate collective action, from local organizations to national governments.

In 2018/19, VSO supported over one million of the poorest and most excluded people in 23 countries across Africa and Asia. Our programmes focus on health, education, and livelihoods, with an increasing emphasis on resilience, peacebuilding, social accountability, gender, and social inclusion.

We're not about delivering quick fixes, but instead, we focus on long-lasting, sustainable change that will improve the lives of generations to come.

Some background about VSO

In the last 60 years, we have worked in over 90 countries and supported over 50 million people. We've gone from being a UK charity to a truly global development organization.

Our proven approach works with volunteers of different skillsets, from overseas consultants to youth. These volunteers work alongside community organizations, local and national governments, and global partners.

Right now, VSO is bringing justice to rape survivors in Pakistan, building resilient disaster prevention and relief in Mozambique, ending stigma against children with disabilities in Ethiopia and tackling the youth skills gap in Uganda and Bangladesh.

Today over 50% of our people are recruited from within the country in which they work, and we continue to grow the share of community and national volunteers involved in our programmes. We also send increasing numbers of volunteers from one developing country to another. However, our vision has remained the same: create a fair world for everyone.



Vision, Values, and Strategy

Our vision is to create a fair world for everyone. We believe in creating a lasting change through volunteering.

We know, from 60 years of experience, that when teachers pass on their skills to others, community groups shown reliable sources of income, and governments helped to make systems fairer, this brings about lasting change.

Our values

Collaboration

- Empower poor and marginalized people to take charge of their development
- Share skills and knowledge to create long-lasting, sustainable change
- Build collaborative partnerships that promote innovation, growth, and impact

Knowledge

- Lead volunteering for development, setting the standard for ourselves and others
- Use evidence and insight to guide our actions
- Recruit the right people and work where we have the greatest impact

Inclusion

- Stand beside and advocate for those who have been denied choice and opportunity
- Promote diversity and equality throughout our work

- Encourage different, inquisitive perspectives

Integrity

- Commit to safeguarding and take a zero-tolerance approach to abuse and harm
- Treat others with respect, as equals
- Be open, transparent and accountable in everything we do

What we do

Volunteering for development

For 60 years, we have brought people together by volunteering to make sustainable development happen.

Our volunteers may live and work in a community for years. While others may volunteer for short, targeted placements. However long they volunteer with us, their focus is on developing the systems and conditions for positive social change.

Our volunteers:

- Develop new, creative ideas for solving poverty from within communities themselves
- Build the confidence and ability of communities to take ownership of change
- Reach out to the most remote and excluded people. Change continues long after the volunteers have left their placements, empowering local people to lift themselves out of poverty.

Vision, Values, and Strategy

- At VSO, we believe in finding lasting, sustainable solutions to fight poverty. We can only do this by working together.

What is VSO working on?

We focus on delivering positive change in three areas: inclusive education, health, and resilient livelihoods. Our volunteering model means our development interventions are more likely to be sustainable. The communities we work in grow in terms of resilience, fairness, and accountability.

Our programmes focus on the following themes:

Health:

- Maternal and newborn health
- Sexual and reproductive health and rights
- Reducing harmful traditional practices
- Prison health

Inclusive education:

- Inclusive education systems
- Education in emergencies

Resilient livelihoods:

- Employment and entrepreneurship
- Enterprise development and job creation
- Resilient rural livelihoods

Last year, VSO worked with thousands of volunteers and partners to support over one million of the poorest and most excluded people in 23 countries across Africa and Asia including:

- over 550,000 people through our education programmes
- over 175,000 people through our health programmes.
- over 115,000 people through our livelihoods programmes.
- over 170,000 people through our resilience, inclusion and social accountability programmes (core approach programmes)



Our Remuneration Package

VSO understands the need for a work-life balance and offers a compensation package that includes a flexible working pattern and excellent remuneration.

A National Contract means you are based in and recruited in Bangladesh; the VSO offer includes:

- The competitive annual gross salary paid in the national currency
- 37 days annual leave days including public holidays
- Medical insurance
- Contribution to Pension (saving scheme)

For candidates recruited outside of Bangladesh and requiring relocation to take up the employment, VSO offers in addition to the above, a relocation package to support your settling into the country for the first two years of employment.

The relocation package includes:

For the first year,

- Relocation allowance of £750 per adult
- Flights to post including 100 kg freight per adult and 50 kg per child
- First-year: 75% of accommodation covered by VSO
- Payment of school fees of up to an equivalent of £7,000 per child and £21,000 per employee for the first year

For the second year

- VSO pays for only accommodation at the rate of 50% of the cost of housing
- Medical insurance with repatriation

The benefits of the relocation package may be fully taxable locally and employees receiving these benefits will be expected to settle the related tax either through payroll or through a self-declaration as required by the local regulation.



Application Process

If you are interested in this role, please apply with an application letter (maximum 1 page) and your CV or LinkedIn Profile online. Your application letter should outline your motivation and relevant experience. Your CV should indicate significant positions, the level of responsibility held, and relevant achievements.

After submitting your application, we will check your CV and if you have the required skills you will first be longlisted, and then shortlisted after a second review.

VSO's assessment process is based on behavioral competencies and will involve three assessment stages as follows:

1. A preliminary call to talk through your motivations for applying to be a country director with VSO.
2. An online psychometric test.
3. A competency-based panel interview.

